

October 2019

MAINTENANCE MANAGEMENT REPORT



Monthly Contractor Work Calendar AA

October 2019

NORTHERN VIRGINIA ROOFING

813 / 1662 Preston Road – Replaced broken roof tiles on rear of building, 930 / 3600 Gunston Road – snowbirds installation paid by owner. 938 / 3520 Valley Drive - Snowbird installation paid by owner. 833 / 1635 Ripon Place – Replaced puncture in roof decking. 205 / 3390 Martha Custis Drive - Replaced ridge cap. 518 / 3634 Valley Drive - Repaired rear tile over gutter. 203 / 1933 Quaker Lane - Replace broken roof tiles. 112 / 3101 Valley Drive - Replaced downspout drains. 941 / 1581 Mount Eagle Place – installed new copper flashing, ice and water shield. 604 / 1024 Valley Drive – replaced rotten wood, install copper flashing, ice and water shield.

INDUSTRIAL DISPOSAL SERVICE Maint. Yard

Ongoing: Trash and brush dumpster removal services continue at the Maintenance Yard

E & G LLC

Building 230: Sewer line, Building 306: PEX, Building 834/3205-3207: Waterproof, Building 604/1118: Waterproof, Building 713-715: Water Main, Building 310: Hydrant, Building 215: Hydrant , Building 228: Service line, Building 955: Sewer line.

CAPITOL TRASH SERVICE

Ongoing: Property wide residential door to door trash removal.

ALMO CONSTRUCTION

Building 215/3340: Sidewalk, Building 208/3124: Tuck point, Building 940/3502: Sidewalk: Building 954/1673: Step, Building 823/1752: Pad, Building 963/1564: Sidewalk, Building 808/3336: Tuck point, Building 808/3342: Sika Patch, Building 906/1623: Tuck point, Building 208/3124: Tuck point, Building 112/3111: Footing, Building 221/3300: Flagstone, Building 804/3211: Tuck point.

WASTE MANAGEMENT

Ongoing: Recycle collections continue to be very successful...currently dumping 8 yd. containers twice weekly, brush and metal on as needed basis.

November 2019

Anniversaries-

Budget prep FY '20

Underway

Car wash water turned off

Completed

Daylight Savings time ends

Gas Odorant Inspection

Complete

Eye Wash Station Flushed- Quarterly

Completed

Gutter Cleaning

Underway

Holiday tree lights & electric Inspected/Installed

In progress

Holiday Tree Lighting- confirm schedule

In progress

Laundry/Storage Rooms Test smoke alarms

In progress

Laundry Rooms & 401 Heat on, inspect winterization

Completed

Management Report

Complete

Newsletter (snow removal/heat/ P/U Xmas Trees [Yard & curb])

In progress

Sand Barrels out by 15th

Underway

Snow Removal Equipment prep deadline is Nov 1

Completed

Storm Drain renovation program ends for season

Storm Drain- water jet catch basin at Lyons Lane & MC Dr ea 2 mos

Complete

Tennis Court Remove nets (new) by Nov 30

Scheduled

Tennis Courts- remove and store windscreens by Nov 30

Scheduled

Tennis Court Lighting On Year Round

Complete

Volleyball nets Removed

Scheduled

PROJECT STATUS REPORT
Management

BB

Plumbing Crew	Upgrading water heaters, pulling DHW lines, cleaning sewer lines/storm drains, replacing exterior faucets, repairing/replacing broken water lines, doing crawlspace inspections, sealing plumbing chases, sump pump checks, boiler room inspections, drainage work and follow up repairs from ongoing inspections.
Landscape Crew	Re-landscaping for drainage correction, etc. Inspecting and cleaning of grounds, cutting, cleaning pruning, planting.
Painting Crew	Performing plaster repairs/painting, attic inspections for separated ceilings, paint failure, water intrusion, settlement issues and etc.
Exterior Crew	Fully staffed, doing attic inspections as needed, squirrel tickets, masonry repointing, concrete and exterior repairs.
Carpenter Crew	Fully staffed, doing repairs throughout the property as identified and authorized. attic inspections ongoing
Cleaning Crew	Fully staffed. Working toward higher quality of cleanliness and awariness, weekly inspections being performed. Also cleaning storage areas and checking lighting.
Supply	Fully staffed, tracking and procurement of inventory and tools.
Other	Continued property wide limb pickup and drain checks as needed. Attic inspections
Building Settlement	Site wide settlement survey has identified critical and priority buildings which are being prioritized. Several building being on watch list, approved work continues.
Contractors	Contractors continue to work on property as needs are identified and work is authorized.
Emergency Duty	Fully staffed.
October, 2019 mgt	

11/12/2019

[illegible]

Rhino Guard Install

November 12, 2019

Building	Front	Rear	Left side	Right side
101	x	x		
102	x	x		
103	x	x		
104	x	x		
105	x	x		
106	x	x		
107	x	x		
108	x	x		
109	x	x		
110	x	x		
111	x	x		
112	x	x		
113	x	x		
114	x	x		
115	x	x		
116	x	x		
117	x	x		
201	x	x		
202	x	x		
203	x	x		
204	x	x		
205	x	x		
206	x	x		
207	x	x		
208	x	x		
209	x	x		
210	x	x		
211	x	x		
212	x	x		
213	x	x		
214	x	x		
215	x	x		
216	x	x		
217	x	x		

Rhino Guard Install

November 12, 2019

225	x	x		
226	x	x		
227	x	x		
228	x	x		
229	x	x		
230	x	x		
302	x	x		
303	x	x		
304	x	x		
305	x	x		
306	x	x		
307	x	x		
308	x	x		
309	x	x		
310	x	x		
311	x	x		
312	x	x		
313	x	x		
314	x	x		
315	x	x		
316	x	x		
317	x	x		
401	x	x		
402	x	x		
403	x	x		
404	x	x		
405	x	x		
502	x	x		
504	x	x		
508	x	x		
510	x	x		
511	x	x		
512	x	x		
602	x	x		
603	x	x		
604	x	x		
605	x	x		
606	x	x		
607	x	x		
701	x	x		

Rhino Guard Install

November 12, 2019

712	x	x		
715	x	x		
716	x	x		
718	x	x		
723	x	x		
725	x	x		
726	x	x		
727	x	x		
731	x	x		
735	x	x		
738	x	x		
739	x	x		
805	x	x		
813	x	x		
814	x	x		
817	x	x		
819	x	x		
822	x	x		
824	x	x		
826	x	x		
828	x	x		
830	x	x		
831	x	x		
832	x	x		
833	x	x		
835	x	x		
840	x	x		
842	x	x		
845	x	x		
847	x	x		
848	x	x		
849	x	x		
850	x	x		
934	x	x		
937	x	x		
946	x	x		
947	x	x		
948	x	x		
949	x	x		
950	x	x		
951	x	x		
952	x	x		
961	x	x		
964	x	x		
966	x	x		

Rhino Guard Install

November 12, 2019

218	x	x		
219	x	x		
220	x	x		
221	x	x		
222	x	x		
223	x	x		
224	x	x		

Updated: 10/29/2019

Updated: 10/29/2019

